

## CAPPS Financials — User Group Meeting Minutes

Thursday, Oct. 1, 2020

9 – 11 a.m.

(Webinar Only)

### I. Welcome (Tony Martin)

- This is a webinar through Webex.
- User Group meeting materials are posted on FMX.
  - To be added to the user group distribution list, email the CAPPS Governance and Communications team at [CAPPS.CGC.BA@cpa.texas.gov](mailto:CAPPS.CGC.BA@cpa.texas.gov).

### II. Production Update: Financials Support Requests (SRs) (Tony Martin)

- **SR Summary and Trend Report**
  - The ***CAPPS Financials Summary and Trend Report 09/24/20*** document was reviewed.
    - For the month of August, there were 882 active SRs with 293 in high priority status. There were no critical SRs.
    - As shown on the trend chart, there were 430 SRs opened and 434 closed in August.
    - There was an uptick due to:
      - Year-end and go-live activities for new agencies that onboarded Sept. 1.
      - Increased user preference setup requests, which is normal for this time of year.
      - HX Recycle efforts. We continue to work with agencies on reconciling and reporting HX Recycle transition efforts.
- **Governance Approved Enhancements**
  - The ***CAPPS Financials Governance Approved Enhancements 09/24/20*** were reviewed. Updates since the last meeting are identified with an asterisk (\*) and **bolded**.
- **Required Maintenance**
  - The ***CAPPS Financials Required Maintenance 09/24/20*** document was reviewed. Updates since the last meeting are identified with an asterisk (\*) and **bolded**.

### III. Project Update: FIN Fiscal 2021 Deployment Project Updates (Nyguel Sanders)

- The ***CAPPS Fiscal 2021 FIN Agency Deployment Project 09/24/20*** document was reviewed.
  - For fiscal 2021, 12 agencies will deploy this year.
  - The soft go-live date is Aug. 09, 2021. The implementation date is Sept. 01, 2021.
    - Key activities:
      - Fiscal 2021 kick off was Sept. 8.
      - Fiscal 2021 review sessions are scheduled.
      - Continue fiscal 2020 post-production support.

#### **IV. Upcoming Meetings**

- Thursday, Oct. 29, 2020. Following the CAPPS Financials User Group meeting, there will be ten-minute break and then a Level 1 round-table meeting.
  - The goals of the Level 1 round-table meeting are:
    - Discuss the transition from ongoing support to steady-state support.
    - Set expectations for production processes, including SR ticket creation, documentation, research, and communication.
    - Address any questions or concerns to assist Level 1s to get off to a good start.